

MINUTES

EXECUTIVE COMMITTEE MEETING

(BY CONFERENCE PHONE CALL)

December 3, 1985

Participants: Stephen Bronn, Gary Grefsrud, Frieda Holley, Ed Hawkins, Carl Kerns, Marie Ritten, David Ballew.

1. DISCUSSION OF PROPOSED SUMMER SHORT COURSE

Gary Grefsrud has proposed a Summer Short Course to be held at Ft. Lewis College, July 21 to 25, 1986 given by Ben Manvell on Discrete Mathematics to 20 or 25 students (25 max.). There were a number of questions regarding the budget, the location, housing costs and other such details. Gary is requesting \$500 from the MAA Grant-In-Aid to Sections and will include these details in a cover letter.

2. SPEAKER AT THE SPRING MEETING

Stephen Bronn has contacted Paul Halmos who is willing to come. However, he may not be able to attend the Annual Banquet because of flight schedules. If this is true, another banquet speaker will be obtained.

3. DISCUSSION OF THE MEETING DETAILS

Banquet --> Decided to have a "served" meal rather than a buffet. The entree and location will be at the discretion of the Program Chairs.

Mailings -->

A. Ballew will make the Initial Call For Papers in January with a deadline for submission of April 1.

B. There will be a reminder in February.

C. Ballew will mail registration, housing, banquet, etc. information at the end of March.

D. Hawkins and Kerns will send a copy of the preliminary program to all schools as soon as feasible.

Intermountain --> Ballew will contact the appropriate people in the Intermountain Section to insure that their members receive information and Call-For-Papers. He will either make the mailings or send the material to be mailed by Intermountain. Hawkins and Kerns should insure that the Intermountain schools get the preliminary program.

Registration Fee --> Will be \$5 and will be used for local expenses.

Department Chairs --> There will be a luncheon on Friday for Department Chairs.

Governor's Report --> This will be expanded to cover current MAA reports and topics such as Long Range Planning, the Report on the Calculus Articulation Panel, The Teacher Training Recommendations, etc. Gary will coordinate this with the Intermountain Section Governor.

Business Meeting --> We may have to have parallel Business Meetings to allow Intermountain to have theirs. Hawkins and Kerns will coordinate. We usually have an Executive Committee Breakfast on Saturday morning at 6:30; does Intermountain want such?

Panel Discussions --> Possible Panels are on Placement Examinations, Entrance Exams and Exit Exams, and the General Mathematics requirement.

Invited Speakers --> It was suggested that the Program Chairs solicit possible speakers for one or two invited addresses. We might want to ask the Intermountain schools to furnish such speakers.

4. Ballew will send copies of old programs and a package of material on past meetings to Hawkins and Kerns.

5. The Executive Committee decided to give \$200 to help support the Chair-Elect to attend the International Congress in August. There will be additional support from National MAA to send the Governor and the Chair.